



[OMB Control No. 3090-0014; Docket No. 2021-0001; Sequence
No. 14]

**Submission for OMB Review; Transfer Order-Surplus Personal
Property and Continuation Sheet, Standard Form (SF) 123**

AGENCY: Federal Acquisition Service, General Services
Administration (GSA).

ACTION: Notice of request for an extension to an existing
OMB clearance.

SUMMARY: Under the provisions of the Paperwork Reduction
Act, the Regulatory Secretariat Division will be submitting
to the Office of Management and Budget (OMB) a request to
review and approve an extension of a previously approved
information collection requirement regarding the Transfer
Order-Surplus Personal Property and Continuation Sheet,
Standard Form (SF) 123.

DATES: Submit comments on or before: **[INSERT DATE 30 DAYS
AFTER DATE OF PUBLICATION IN THE *FEDERAL REGISTER*]**.

ADDRESSES: Written comments and recommendations for this
information collection should be sent within 30 days of
publication of this notice to

www.reginfo.gov/public/do/PRAMain. Find this particular
information collection by selecting "Currently under
Review

- Open for Public Comments" or by using the search
function.

FOR FURTHER INFORMATION CONTACT: Mr. Christopher Willett,
Property Disposal Specialist, GSA Office of Personal
Property Management, at telephone 703-605-2873 or via e-
mail to christopher.willett@gsa.gov.

SUPPLEMENTARY INFORMATION:

A. Purpose

The Transfer Order-Surplus Personal Property and Continuation Sheet, Standard form (SF) 123, is used by a State Agency for Surplus Property (SASP) to donate Federal surplus personal property to public agencies, nonprofit educational or public health activities, programs for the elderly, service educational activities, and public airports. The SF 123 serves as the transfer instrument and includes item descriptions, transportation instructions, nondiscrimination assurances, and approval signatures.

B. Annual Reporting Burden

Respondents (electronic): 30,890

Respondents (manual): 312

Total Number of Respondents: 31,202

Total Hours Per Response (electronic at .017 Hours Per Response): 525.13

Total Hours Per Response (manual at .13 Hours Per Response): 40.56

Total Burden Hours: 565.69

C. Public Comments

A 60-day notice published in the *Federal Register* at 86 FR 66564 on November 23, 2021. No comments were received.

OBTAINING COPIES OF PROPOSALS: Requesters may obtain a copy of the information collection documents from the GSA Regulatory Secretariat Division, by calling 202-501-4755 or emailing GSARegSec@gsa.gov. Please cite OMB Control No. 3090-0014, Transfer Order-Surplus Personal Property and Continuation Sheet, Standard Form (SF) 123, in all correspondence.

Beth Anne Killoran,
Deputy Chief Information Officer.

Billing Code: 6820-34

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